

# *Ashton Keynes Parish Council*

## **Minutes of a meeting held in the Village Hall on Wednesday 12 September 2018**

Present: Cllrs M Carter; S Crawford; A Tindall; M Smith; N Inzani: D Wingrove (Chairman).

In attendance: Yvonne Jordan (minute taker); Wilts Cllr Berry; 2 members of the public

The meeting commenced at 7:15pm

Prior to the meeting, Mr I Jones spoke briefly to the Council in support of his application in respect of the redevelopment of the Wheatleys Farm Bungalow site. He said that he and his wife intended to use the property as their family home. As the bungalow is in such a state of disrepair and to tailor it to better suit their needs, they intended to demolish the building and replace it with a family home on the same footprint.

Cllr Wingrove thanked Mr Jones for his address.

At the start of the meeting, Cllr Wingrove proposed that the planning application in respect of Wheatley's Farm bungalow, listed Item 9a on the Agenda, be moved forward. This was unanimously agreed.

### **2018/097 Apologies for absence**

Apologies for absence accepted by the Parish Council were received from Cllr Levens.

### **2018/098 Declarations of Interest in items on the Agenda**

There were no declarations of interest.

### **2018/099 To confirm the Minutes of the Council Meeting held on 11 July 2018**

The minutes of the Council Meeting 11 July 2018 had been circulated previously and were agreed and signed as a true record.

### **2018/100 Application 18/07243/FUL: Replacement Dwelling, Wheatley's Farm Bungalow**

Cllr Tindall, Chairman of the Planning Committee, said that he had asked for this application to be considered by the Full Council

There followed a discussion of the issues and concerns that councillors had about this application. There appeared to be no anticipated problems with flood risk and pre planning advice had been taken. Although bats are present in the building steps to mitigate this have been discussed and will be dealt with by the relevant department. Opinions were divided on the stance that the Council should take on this application. Some Councillors were happy with the application. Others felt that that the application was at variance with the Neighbourhood Plan, since the site was outside the Settlement Boundary and that the proposed housing was not in accordance with the needs identified in the Neighbourhood Plan. Cllr Wingrove noted that the applicant had referred to an old North Wiltshire planning document in support of his case. However, Cllr Wingrove felt that there had been selectivity

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in the sections quoted, and that a wider reading of it did not support the application.

After lengthy discussion, Cllr Inzani proposed, and Cllr Tindall seconded, the motion that the Parish Council object to this application. The vote was tied at three all. Cllr Wingrove used his casting vote, as Chairman in support of the motion i.e. to object to the application. (The full text of the Parish Council's objection can be found in the Parish Councils response as published on the Wiltshire Planning website.)

Cllr Berry then asked the meeting whether it wished to have him 'call in' the application if necessary. Cllr Wingrove proposed, and Cllr Tindall seconded, the motion that the Parish Council would ask Cllr Berry to 'call in' the application should the Planning Officer be minded to pass it. This was passed by four votes to two. Cllr Berry said that, because this vote was not unanimous, he would consult with the Planning Officer before deciding whether to call the application in.

At this point, Cllr Berry and the two members of the public left the meeting.

## **2018/101 Parish Council Vacancies**

Parish Councillor Vacancies: A lady who had previously expressed an interest in becoming a Parish Councillor has now decided not to put herself forward. Therefore, there are still two Parish Council vacancies.

Vacancy for Parish Clerk: On Wednesday 25 July 2018, an interview panel, comprised of Cllrs Wingrove, Tindall and Carter, interviewed four candidates for the Parish Clerk vacancy. The panel was unanimous in its conclusions and, as a result, Mrs Fiona Ryder has been appointed to be the new Clerk to Ashton Keynes Parish Council. Not only does she have good skills and business experience, she has experience as a Clerk to a Board of School Governors. Although not identical, there are strong similarities between this role and Parish Clerk's role. Although Mrs Ryder was not able to be at the meeting, Councillors welcomed her, in her absence, to the Council.

Mr Andrew Batchelor had kindly agreed to act as interim Clerk. Mr Batchelor. During August, Mr Batchelor and Mrs Ryder operated in tandem, with Mrs Ryder taking over full responsibilities in September. The Parish Council expressed its thanks to Mr Batchelor for his work.

## **2018/102 Matters to Report not included on the agenda**

- The Parish Clerk is to obtain quotes from electricians for the relocation of the defibrillator from its current location to the refurbished old telephone box  
**Action: The Clerk**
- After this year Remembrance Service, a tree is to be planted in the Churchyard to commemorate the end of WW1. Relatives of the fallen and any survivors are to be invited to the planting ceremony.
- The Wiltshire Council Rights of Way Officer (Janice Green) found in Ashton Keynes'

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favour regarding the re-instatement of Footpath 20 along its northern route. However, she has yet to issue the formal notice of the making of the order. Cllr Wingrove will continue to pursue this matter.

**Action: Cllr Wingrove**

- Cllr Crawford declined payment for SID batteries as the device is going to Leigh who will take care of this.
- The current open space contractor has agreed to an extension of his existing contract by 1 year at the current remuneration rate.

## 2018/103 Chairman's Report

- The owner of the Four Lakes water sports facility at Manorbrook Lake has invited Ashton Keynes Parish Councillors to visit the site to provide context for their proposed club house planning application. Cllr Wingrove is to visit on Friday 21<sup>st</sup> September

**Action: Cllr Wingrove**

- During the summer, the Environment Group had needed to purchase a small number of items to help them with litter collection. Cllr Wingrove used his discretion to approve the £49.25 expenditure. The meeting ratified that decision.

## 2018/104 Clerk's Report

The Clerk was unable to deliver this in person so Cllr Wingrove covered the points raised.

- Some cycling event signs, which had been left around the village, have now been removed
- There has been some damage/wear-and-tear to equipment on the High Road Field. The Playing Fields Committee are aware of this and are dealing with the matter
- Cllrs were reminded to use the AKPC email accounts rather than personal accounts for council business particularly in light of the recent GDPR legislation. Cllr Carter offered help and guidance to any councillor struggling to do this.
- Cllr Wingrove said that it has become both necessary and desirable to outsource the payroll processing for the Parish Clerk. The meeting agreed with this. In her report, the Clerk had outlined several options. The meeting agreed with her recommendation that the Council should use a company called Payroll Compliance Ltd.

The Parish Council noted the report.

## 2018/105 Financial Report

Income since last meeting:		Expenditure:	
SSE Wayleave	£4.00	Clerk's salary	£440.80
		Clerk's expenses	£97.27
		OSM Contract	£900.00
		Room Hire (July)	£19.00
		AK Playing Fields Grant	£2500.00
Closing balance:	£47,402.64		

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Cllr Wingrove reminded the meeting that the Council had previously agreed to the purchase of a laptop and printer for the Clerk, and also to provide her with a mobile phone for Council use. The laptop and printer had cost £831.34. The mobile phone required an initial payment of £24, together with a monthly fee of £19.20. The meeting approved these expenditures and noted the report.

## 2018/106 Committees, Working Groups and Representatives' Report

- **Planning** - the application of Wheatley's Farm bungalow was dealt with above.
- **Environment:** nothing to report
- **Flood Risk management:** nothing to report
- **Historic Conservation:** nothing to report
- **Minerals Liaison:** nothing to report
- **Village Hall:** nothing to report
- **Playing Fields:** nothing to report
- **Cotswold Water Park:** a recent article on a TV programme presented a view of the Water Park as contained in the Gloucestershire 2050 plan. This plan would see the CWP as a major attraction complete with facilities such as a convention centre. It was duly noted that this plan, and any proposed schemes, are at this stage purely aspirational. However, a watching brief will be kept as it would appear that the Water Park is never the prime concern of distant councils not familiar with the area or developers
- **School Governor:** the school has recently won a Pride of the Cotswold award and the SATS results were excellent. The lines outside the building have been repainted and so far parking rules and etiquette are being observed by all parents
- **Police:** nothing to report
- **Highways:** a note is to be inserted in the next village magazine highlighting contacts for such highways problems as pot holes and road and footpath maintenance

**Action: Cllr Wingrove**

## 2018/107 Speed Indicator Device (SID)

Cllr Crawford had produced a report detailing the options available for the purchase of a SID and it was agreed, in principle to purchase the device and training to the value of £3,000. Cllr Smith proposed, and Cllr Crawford seconded, the motion that the Council should purchase the SID, and arrange for appropriate training, at a cost of £3,000. This motion was passed five in favour with one against. However, it was agreed that the purchase should be delayed until arrangements for its installation have been sorted out.

**Action: Cllr Crawford**

## 2018/108 Application from the Village Shop application (Partial Loan to Grant Conversion)

Cllr Wingrove reported that this request had been dealt withdrawn.

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## **2018/109 Update on Neighbourhood Plan Initiatives**

As previously agreed, Cllr Smith had produced, and circulated, a specification to enable a building surveyor/quantity surveyor to produce a report on the state of the Village Hall. This envisaged a conditions survey, the identification of existing defects and action required, and recommendations for capital improvements, all costed. However, given his professional background, Cllr Smith was able to then go provide the answers himself to these questions. The meeting agreed that Cllr Smith's further work nullified the need to seek outside professional advice as it was sufficiently detailed to provide the basis for future planning. The meeting thanked Cllr Smith for the considerable effort that he had put in to produce this report.

There followed a discussion about aspects of the report including timescales and probable costs. As a follow up to this report, Cllr Smith is agreed to prioritise the tasks listed i.e. the 'must haves' and 'the nice to haves'. He will also indicate which tasks it is most sensible to group together so that, for example, scaffolding is only used once.

**Action: Cllr Smith**

It was noted that, during the preparation of his report, Cllr Smith and consulted with Mr Dave Sheppard, Chairman of the Village Hall Committee. It was agreed that the Village Hall Committee should be fully briefed on the findings.

**Action: Cllr Wingrove, Cllr Smith**

## **2018/110 Date for next meeting of the Parish Council**

It was agreed that this would be held in the Village Hall on 10 October 2018 at 7:15 p.m.

The meeting was concluded at 09:37pm